

Frontline Employee

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Tips for a Good Night's Sleep:

Set a schedule: Go to bed at a set time each night and get up at the same time each morning. Disrupting this schedule may lead to insomnia. "Sleeping in" on weekends also makes it harder to wake up early on Monday morning because it resets your sleep cycles for a later awakening.

Exercise: Try to exercise 20 to 30 minutes a day. Daily exercise often helps people sleep, although a workout soon before bedtime may interfere with sleep. For maximum benefit, try to get your exercise about 5 to 6 hours before going to bed.

Avoid caffeine, nicotine, and alcohol: Avoid drinks that contain caffeine, which acts as a stimulant and keeps people awake. Sources of caffeine include coffee, chocolate, soft drinks, non-herbal teas, diet drugs, and some pain relievers. Smokers tend to sleep very lightly and often wake up in the early morning due to nicotine withdrawal. Alcohol robs people of deep sleep and REM sleep and keeps them in the lighter stages of sleep.

Relax before bed: A warm bath, reading, or another relaxing routine can make it easier to fall asleep. You can train yourself to associate certain restful activities with sleep and make them part of your bedtime ritual. Sleep until sunlight: If possible, wake up with the sun, or use very bright lights in the morning. Sunlight helps the body's internal biological clock reset itself each day. Sleep experts recommend exposure to an hour of morning sunlight for people having problems falling asleep.

Don't lie in bed awake: If you can't get to sleep, don't just lie in bed. Do something else, like reading, watching television, or listening to music, until you feel tired. The anxiety of being unable to fall asleep can actually contribute to insomnia.

Control your room temperature: Maintain a comfortable temperature in the bedroom. Extreme temperatures may disrupt sleep or prevent you from falling asleep.

See a doctor if the sleeping problem continues: If you have trouble falling asleep night after night, or if you always feel tired the next day, then you may have a sleep disorder and should see a physician. Your primary care physician may be able to help you; if not, you can probably find a sleep specialist at a major hospital.



Source: [National Institute of Neurological Disorders and Stroke \(NINDS\)](#)

Parent Prevention of Teen Dating Violence

Don't have "the talk" about healthy relationships, mutual respect, manners, and appropriate behavior an hour before your teen's date arrives. The American Academy of Pediatrics recommends that these discussions begin when your child is in middle school, before dating begins. Modeling also helps young teens practice relationship health. Parents or guardians play a key role, so consider whether physical or verbal abuse poses a roadblock to your ability to communicate a credible message to your teen. A professional counselor or your EAP can help. If your child is already dating and you have not talked about healthy relationships, now is better than never! Learn more at healthychildren.org or loveisrespect.org.

Don't Use the Internet as a Doctor

With internet access at our fingertips, using online resources for answers to your health care concerns seems like a fast, reliable, and cheap solution. From the rash on your leg to the swelling in your neck, "answers" to medical questions seem to be only a click away. But are they the right answers right now? If not, a delay in the right treatment could mean tragedy. With online self-diagnosis and treatment recommendations comes big risk. Does that odd-looking red spot really match the image on Google? Talk to your doctor, and don't let fear be a roadblock to making the call. Doctors are trained in more than just examinations; they are trained in medical history, decision-making, pharmacology, psychology, prognostic indicators, and dozens of other factors. Many or all may be necessary to help you.

What Occupational Therapists Can Do

Occupational therapists (OTs) help people—children or adults—achieve their highest possible level of performance despite any diagnosis or disability. OTs are licensed professionals with widely varied skills. They are eager and master problem-solvers who engage with all areas of living—eating, dressing, sleeping, bathing, school, work, play, habits, routines, memory, and more. OTs also function with schools, visit homes, and consult in the community. An OT may discover why a child is having problems in a classroom or create a way for a veteran with one arm to independently operate a coat zipper. Could you or someone you know with a life obstacle benefit from the expertise of an OT? Search for OT clinics in your community, or talk to your EAP. Myths to bust about OTs are that they work only with the elderly and that they do the same things as physical therapists.

Stop the Downward Slide of Negativity

Even if you pride yourself on being an optimistic employee with a pleasant disposition, workplace negativity can still affect you in ways that you may not like. Negativity tends to be as contagious as a cold virus, and it can be a self-perpetuating force. The good news is that negativity in the workplace can be beaten. It has weaknesses, the most important of which is refusing to participate in it. This isn't easy, of course, and it requires education and individual employees willing to be change agents. Here's how: Speak up when you spot negativity, not by criticizing but by educating about its impact and suggesting a different approach to communication. Team up with a coworker to practice this same change-agent role. There is nothing more powerful than peer influence, and you have the right action on your side. Note: If you feel affected by negativity, turn to your [EAP](#) for guidance and support to build your resilience so you don't succumb to the limiting pattern around you and instead can be a positive force that influences others.